

Forest Pest Outreach Farm Bill Work Plan

May 1, 2018 – April 30, 2019

Cooperator:	Kansas Department of Agriculture		
State:	Kansas		
Project:	Forest Pest Outreach		
Project funding source:	Farm Bill Section 10007		
Project Coordinator:	Laurinda Ramonda		
Agreement Number	USDA-APHIS-10025-PPQFO000-18-0231		
Contact Information:	Address:	Plant Protection and Weed Control 6531 SE Forbes Avenue, Suite B Topeka, Kansas 66619	
	Phone:	785-564-6698	Fax: 785-564-6779
	Email Address:	laurinda.ramonda@ks.gov	

This Work Plan reflects a cooperative relationship between the between the Kansas Department of Agriculture (the Cooperator) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Plant Protection and Quarantine (PPQ). It outlines the mission-related goals, objectives, and anticipated accomplishments as well as the approach for conducting a Forest Pest Outreach Survey and the related roles and responsibilities of the Kansas Department of Agriculture and USDA-APHIS-PPQ as negotiated.

I) OBJECTIVES AND NEED FOR ASSISTANCE

The objective of the questionnaire survey is to gain an insight into the current level of invasive species awareness among the transient population in Kansas, in order to refine outreach efforts and have a better understanding of pathways. It is designed to measure, both awareness of certain invasive species in Kansas, identify current practices that may augment invasive species movement and raise awareness of current regulations.

The impact affects both the recreational park user and government agencies. The recreational park user will become more informed and in turn reduce the risk of introduction of high-consequence pests. The government agencies will use the information provided by the public to strengthen regulations, pathway identification and best methods for outreach to the public.

According to the Kansas Department of Wildlife, Parks and Tourism there are 40 state fishing lakes, 24 state parks, 200 small lakes owned by communities, 8 federal wildlife areas, 24 reservoirs and 10,000+ miles of streams and rivers. There are also 21 U.S. Army Corps of

Engineers managed campgrounds at lakes and 9 dams managed by the Bureau of Reclamation.

Items brought in by the transient population such as tourists, campers and events have become a recent focus as a high-risk pathway for new introductions of high-consequence pests. Firewood is a carrier of many new pests and has become a concern across the Plains states. The risk in firewood movement involves the possible harboring of wood borers (e.g., emerald ash borer, thousand cankers disease) hiding under the bark, and defoliators (e.g., gypsy moth) on the bark as egg masses or other hard-to-identify life stages. Because of these concerns, the questionnaire survey is targeted at people participating in activities at Kansas' recreational waterways, campgrounds and parks.

The purpose of this project would be to conduct surveys and outreach activities focusing on firewood as a pathway for invasive pests. The information gained from these activities would then be used for future education and outreach activities, regulatory efforts, and targeted pest surveys.

Objectives include:

1. Obtain information on the movement of firewood by campers and outdoor enthusiasts into Kansas
2. Determine the knowledge level of campers and outdoor enthusiasts concerning firewood and invasive pest issues
3. Educate consumers, particularly hunters, fishers, outdoorsmen, and campers, about the risks of moving invasive pests via firewood. This group spends a great deal of time outdoors and is a potentially large source of unregulated firewood movement.

II) RESULTS OR BENEFITS EXPECTED

The Cooperator seeks to conduct a program which is expected to result in:

A. What results or benefits will be derived from the cooperative effort?

The results of the survey work will provide a better understanding of campers and other outdoor enthusiasts and their awareness of firewood quarantines and associated plant pest regulatory/quarantine issues. Information gathered from the questionnaire will be used to shape future outreach and education efforts on firewood and invasive pest issues, targeted at the outdoor community. It may identify additional audiences within this community, highlight topics that need to be stressed in outreach efforts, or indicate areas of outreach that have been successful. It may also be used to better direct future regulatory and pest survey efforts.

The Kansas Department of Agriculture (KDA) works closely with the Kansas Forest Service, Kansas Wildlife, Park and Tourism and the Corp of Engineers. Information gained from this survey will be shared with those agencies. It could be very beneficial to those agencies as they consider potential firewood regulations and/or restrictions within the park system.

Outreach done as part of this project will increase the knowledge of campers and outdoor enthusiasts that live, camp, or are active in the state. This increase in awareness may result in changes in behavior, such as no longer transporting uncertified firewood or utilizing local firewood sources, which will help to protect our state's tree resources.

III) APPROACH

What is the plan of action or approach to the work (for bundled survey work plans please include a separate paragraph for each survey detailing survey type, targets, and number of locations)?

During this project, activities will be conducted to reach campers and other outdoor enthusiasts in Kansas:

1. One seasonal employee will visit campsites across the state to conduct camper surveys. Surveys will determine where the individuals are from, if they brought firewood with them, how much they know about firewood issues and invasive pests, and if they are aware of any firewood quarantines in their state. After the questionnaire is completed, the campers will receive outreach materials on invasive pests and firewood movement. This will provide an educational experience about the prevention of spreading invasive pests.
2. The seasonal employee and a staff member would also conduct outreach events at 2-3 large hunting/camping stores (i.e. Cabela's, etc.) in the state. We will cooperate with each store to obtain space in their building or near their store entrance to display information about the different invasive species that are threatening our state and how to identify them. Visitors will be asked to complete a brief questionnaire, intended to determine their knowledge of pests of concern to the state and firewood as a pathway for invasive plant pests. We will also have specimens so that visitors can see what the pests and their damage look like. These events will provide the most accurate information to the public.

Data collected will be reviewed for patterns of movement of firewood into the state, and the awareness of campers and outdoor enthusiasts with regards to plant pests and firewood as a pathway. This data will be used to direct and improve future education and outreach efforts to campers and other members of the outdoor community, and target future regulatory efforts and pest surveys.

A. The Cooperator will:

- Utilize Cooperator and APHIS program funding, as outlined in the Financial Plan, within the authorized parameters to support survey, detection and objectives.

1. By function, what work is to be accomplished?

- One seasonal employee will visit campsites across the state at peak times to conduct camper surveys.

- Seasonal employee and KDA staff will attend outreach events at 2-3 large hunting/camping stores (i.e. Cabela's etc.) in the state.

2. What is the quantitative projection of accomplishments to be achieved?

a. By activity or function, what are the anticipated accomplishments by month, quarter, or other specified intervals?

- Camper surveys will be conducted for a day at different sites during peak camping seasons, roughly May – September
- In store promotions will require we gain access to the stores, but preferable during high traffic times significant camping, hunting, and fishing seasons.

b. What criteria will be used to evaluate the project? What are the anticipated results and successes?

- Results from the survey will be reviewed to determine any patterns in firewood movement and gauge the level of awareness of Kansas campers and sportsmen with regards to invasive species. This information will be used to target future outreach and regulatory efforts.

3. What numbers and types of personnel will be needed and what will they be doing?

- One seasonal staff will perform the questionnaire survey. KDA staff will help with in store events. KDA staff will perform project preparation, training and data analysis.

4. What equipment will be needed to perform the work? Include major items of equipment with a value of \$5,000 or more.

a. What equipment will be provided by the cooperator?

- None planned

b. What equipment will be requested from APHIS on loan?

- None planned

c. What equipment will be purchased in whole or in part with APHIS funds?

- None planned

d. How will the equipment be used? N/A

e. What is the proposed method of disposition of the equipment upon termination of the agreement/project? N/A

5. Identify information technology equipment, e.g., computers, and their ancillary components.

- KDA computers with internet to decipher results and report writing.

6. What supplies will be needed to perform the work?

a. What supplies will be provided by the Cooperator? N/A

b. What supplies will be requested from APHIS (list supplies)?

- Outreach materials – Pest alerts, id cards, temporary tattoos, specimens

c. What supplies will be purchased in whole or in part with APHIS funds?

- Printing for questionnaires and brochures
- Pens with Don't Pack A Pest logo
- Fuel for vehicle
- Rental vehicle
- Business cards
- Posters
- Clip boards

d. How will the supplies be used?

- Implementation of survey and data collection.

e. What is the proposed method of disposition of the supplies with a cumulative value over \$5,000 upon termination of the agreement/project?

- There should not be any.

7. What procurements will be made in support of the funded project and what is the method of procurement (e.g., lease, purchase)?

- Supplies used for survey work.
- The Fiscal Department at the Kansas Department of Agriculture will provide most contracts.
- One seasonal staff person will be employed by KDA through a staffing agency.
- Most procurements will be made by purchase order.
- Some procurements will be made reimbursable personal expense.

8. What are the travel needs for the project?

a. Is there any local travel to daily work sites? Indicate rates and total costs in the Financial Plan.

- Travel will be required to survey sites by use of rental vehicle (shortage of state vehicles).
- Overnight stays by seasonal staff will occur because of the distance of survey work.
- Most procurements will be made by purchase order.
- Some procurements will be made reimbursable personal expense.
- The KDA Plant Protection and Weed Control Plant Program Manager is the approving official.
- Costs are included in the financial plan.

b. What extended or overnight travel will be performed (number of trips, their purpose, and approximate dates)? Indicate rates and total cost in the Financial Plan.

- Overnight stays four times during the survey period by seasonal staff will occur because of the distance of survey work.
- The KDA Plant Protection and Weed Control Plant Program Manager is the approving official.
- Costs are included in the financial plan.

9. Reports:

Submit all reports to the APHIS Authorized Department Officer's Designated Representative (ADODR). Reports include:

1. Narrative accomplishment reports in the frequency and time frame specified in the Notice of Award, Article 4.
2. Federal Financial Reports, SF-425 in the frequency and time frame specified in the Notice of Award, Article 4.

10. Are there any other contributing parties who will be working on the project?

a. If so, list other participating institutions/agencies who will work on the project:

- Kansas Forest Service (KFS)
- Corp. of Engineers (COE)
- Kansas Department of Wildlife, Parks and Tourism (KDWPT)
- USDA-APHIS-PPQ

b. Describe the nature of their effort:

- KFS – Assist with outreach materials
- COE – Permissions to conduct survey at campgrounds and poster display
- KDWT – Permissions to conduct survey at campgrounds and poster display
- USDA-APHIS-PPQ – funding and support

B. APHIS Will:

1. Outline the Agency's (USDA APHIS PPQ) substantial involvement.

a. Include any significant Agency collaboration and participation

- Provide funds to the Cooperator to cover costs outlined in the Financial Plan

b. Project oversight and performance management

- Review data and submit accomplishment reports to ADODR.

c. Provide the equipment requested by the cooperator in 4.b. & c.

- None planned

d. Provide the supplies requested by the cooperator in 6.b. & c.

- Outreach materials – Pest alerts, id cards, tattoos, specimens
- Printing for questionnaires and brochures
- Pens with Don't Pack A Pest logo
- Fuel for vehicle
- Rental vehicle
- Business cards
- Posters
- Clip boards

IV) GEOGRAPHIC LOCATION OF PROJECT

A. Is the project statewide or in specific counties? [List the names of ALL counties and tribal areas that apply (denote counties for each separate survey if this is a bundled survey work plan)].

This survey will occur at lakes, parks and camping areas throughout Kansas.

Possible park locations for survey:

- Anderson county – Cedar Valley Reservoir
- North Lake Park, Veterans Memorial Park
- Butler county – El Dorado State Park
- Coffey county – John Redmond Reservoir, Coffey County Lake
- Crawford county – Crawford State Park
- Douglas county – Clinton State Park
- Ellsworth county – Kanopolis State Park
- Geary county – Milford State Park
- Jefferson county – Perry State Park
- Jewell county – Lovewell State Park
- Kingman/Reno/Sedgwick county – Cheney State Park
- Linn county – LaCygne State Park, Linn County Park

- Labette county – Big Hill State Park
- Marion county – Marion Lake
- Meade county – Meade State Park
- Miami county – Hillsdale State Park, Lake Miola
- Mitchell county – Glen Elder State Park
- Montgomery county – Elk City State Park
- Morris county – Council Grove Federal Reservoir
- Norton county – Keith Sebelius Lake
- Osage county – Melvern State Park, Pomona State Park
- Riley/Pottawatomie county – Tuttle Creek State Park
- Rooks county – Webster State Park
- Russell county – Wilson State Park
- Trego county – Cedar Bluff State Park
- Woodson county – Toronto State Park

B. What type of terrain (e.g., cropland, rangeland, woodland) will be involved in the project?

Many types of terrain from forests, to rural, to urban areas

C. Are there any unusual geographic features which may have an impact on the project? (list all that apply)

There could be unusual features such as hilly terrain and wildlife which may have an impact on the project or activity including constant contact with the public.

V) DATA COLLECTION AND MAINTENANCE

Each State is responsible for entering complete, accurate, and timely pest survey data using approved protocol and methodology. All survey data from Pest Detection funded CAPS surveys will be entered into the National Agricultural Pest Information System (NAPIS). NAPIS is the final repository for all Pest Detection survey data.

- First record for the State and/or County will be entered within **48 hours** of confirmation of identification by a qualified identifier.
- All other required records, both positive and negative survey data, must be entered **within two weeks** of confirmation.
- All records are to be entered into the NAPIS database by **December 31st** of the year of survey so these data can be included in the yearly Plant Board Report.

VI) TAXONOMIC SUPPORT

A. Person or Institution that will screen targets (Name & Contact Information) and level of screening/identification.

N/A

OR

B. ☐ Request for taxonomic support.

VII) SURVEY SUMMARY FORM

A Survey Summary Form is not required for this survey.

VIII) SIGNATURES

ROAR

Date

ADODR

Date

Detailed Financial Plan

PROJECT: Forest Pest Outreach

COOPERATOR NAME: Kansas Department of Agriculture

AGREEMENT NUMBER: USDA-APHIS-10025-PPQFO000-18-0231

TIME PERIOD: May 1, 2018-April 30, 2019

Financial Plan must match the SF-424A, Section B, Budget Categories

ITEM			APHIS FUNDS	COOPERATOR FUNDS (Show even if zero)	TOTAL
PERSONNEL:	Hours	Salary			
KDA staff - Paid by Cooperator funds	10	\$25	\$0	\$250	\$250
Subtotal			\$0	\$250	\$250
FRINGE BENEFITS:	Percent (enter as decimal not %)				
KDA staff - Paid by APHIS funds - 33%	0.33	\$250		\$83	\$83
Subtotal			\$0	\$83	\$83
TRAVEL:	Cost	Length of time			
Lodging (4 nights @\$85/night)	4	85	\$340	\$0	\$340
Meals for overnight (\$51 x 8 days)	51	8	\$408	\$0	\$408
SUV rental for seasonal staff for 2 months/seasonal staff @ \$222.75 (shortage in state vehicles) **	\$222.75	9	\$2,005		\$2,005
Subtotal			\$2,753	\$0	\$2,753
EQUIPMENT:	Cost				
			\$0		\$0
Subtotal			\$0	\$0	\$0
SUPPLIES:	Cost	Length of time			
Printing for questionnaire (1,000 copies x 0.062 per page-b&w)	\$0.062	1000	\$62		\$62
Printing for posters (150 posters x \$1.50/poster)	\$1.50	150	\$225		\$225
Printing for informational flyers (2,500 copies x 0.56 per page-	\$0.56	2500	\$1,400		\$1,400

color)					
Business cards (3 boxes x \$12.50/box)	\$12.50	3	\$38		\$38
Logo pens (1,949 x 0.51/pen) and shipping	\$0.51	1949	\$994		\$994
Fuel - 5,440 miles/20mpg x \$2.50/gallon (544 miles/week x 10 weeks/seasonal staff) - for rental vehicles**	\$68	10	\$680		\$680
Subtotal			\$3,398	\$0	\$3,398
CONTRACTUAL:	Cost	Length of time			
Key Staffing (temporary staff) \$20.00 x 400 hours	\$20	400	\$8,000		\$8,000
Subtotal			\$8,000	\$0	\$8,000
OTHER:	Cost				
Subtotal			\$0	\$0	\$0
TOTAL DIRECT COSTS			\$14,151	\$333	\$14,484
INDIRECT COSTS **	Percent (enter as decimal not %)				
(18.1% on Total Direct Cost of salary and fringe benefits)*	0.181	333	\$0	\$60	\$60
TOTAL			\$14,151	\$393	\$14,544
COST SHARE INFORMATION (Percent)			97%	3%	

* There is a shortage of state vehicles. We give the option of renting a vehicle or using personally owned vehicles.

- If renting we pay for the fuel and if a personal vehicle is used we pay mileage.

** Kansas' Negotiated Cost Rate (Salary + Fringe Benefits x %=Indirect Cost)